



**REGULAR COUNCIL MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, JULY 11, 2022, 7:00 P.M.**

Page

1. CALL TO ORDER

2. ADDED ITEMS

3. ADOPTION OF AGENDA

- a) Adoption of agenda of July 11, 2022
Motion: To adopt the agenda of July 11, 2022

4. ADOPTION OF MINUTES

- 3 - 6 a) Adoption of minutes of June 27, 2022 (addendum 4.a)
Motion: To adopt the minutes of June 27, 2022



5. BUSINESS ARISING FROM PREVIOUS MEETING

- 7 a) Parkland Regional Library System membership agreement (addendum 5.a)



6. DELEGATIONS

7. BYLAWS AND POLICIES

- 8 - 11 a) Bylaw No.1058 Noise Bylaw-Amended (addendum 7.a)



- 12 - 16 b) Bylaw No.1079 Dog Control Bylaw-Amended (addendum 7.b)



- 17 - 44 c) Bylaw No. 2029 Rates & Fees 2022 Bylaw-Amended (addendum 7.c)



8. NEW BUSINESS

9. COMMITTEE REPORTS

- a) LEGISLATIVE & EMERGENCY SERVICES COMMITTEE
i) Next Meeting is on September 20, 2022
b) STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE

- i) Minutes from the June 27, 2022 Meeting (addendum 9.b.i)



- c) POLICY & GOVERNANCE COMMITTEE
 - i) Next Meeting is on September 15, 2022
- d) MOUNTAIN VIEW REGIONAL WASTE COMMISSION
- e) MOUNTAIN VIEW REGIONAL WATER COMMISSION
- f) MOUNTAIN VIEW SENIORS HOUSING
- g) MUNICIPAL AREA PARTNERSHIP
- h) CARSTAIRS COMMUNITY DEVELOPMENT & ECONOMIC PARTNERSHIP
- i) CENTRAL ALBERTA ECONOMIC PARTNERSHIP

10. COUNCILOR REPORTS

- a) COUNCILOR ALLAN
- b) COUNCILOR BALL
- c) COUNCILOR FRICKE
- d) COUNCILOR RATZ
- e) COUNCILOR ROBERTS
- f) COUNCILOR WILCOX
- g) MAYOR COLBY

11. CORRESPONDENCE

- a) Thank you Cards from recipients of Richard Dais Scholarship and Citizenship Award-Hailey Broad & Ethan Parks. (addendum 11.a)



12. CAO'S REPORT

13. COUNCILOR CONCERNS

14. PUBLIC QUESTION PERIOD

15. MEDIA QUESTION PERIOD

16. CLOSED MEETING

- a) Section 197 of the MGA states that Council and Council Committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Privacy (FOIP) (s. 16 to 29).

17. ADJOURNMENT

**MINUTES OF THE REGULAR COUNCIL MEETING
MONDAY, JUNE 27, 2022, 7:00 P.M.
CARSTAIRS MUNICIPAL OFFICE**

- ATTENDEES:** Mayor Colby, Councilors Allan, Ball, Fricke, Ratz, Roberts, CAO Rick Blair, Director of Legislative & Corporate Services Shannon Allison, and Executive Assistant Kayleigh Van Es
- ABSENT:** Councilor Wilcox
- CALL TO ORDER:** Mayor Colby called the meeting of June 27, 2022, to order at 7:06 p.m.
- ADDED ITEMS:** Nil
- ADOPTION OF AGENDA:**
- Motion 307/22 Motion by Councilor Allan to adopt the Regular Council agenda of June 27, 2022, as presented. **CARRIED**
- ADOPTION OF PREVIOUS MINUTES:**
- Motion 308/22 Motion by Councilor Ball to adopt the Regular Council minutes of June 13, 2022, as presented. **CARRIED**
- BUSINESS ARISING FROM PREVIOUS MEETING:** Nil
- DELEGATIONS:** **1. Town of Carstairs 2021-2022 Provincial Sports Award Presentation**
Mayor Colby welcomed recipients, coaches and parents. Recipients were congratulated by each Councilor and presented with awards.
- BYLAWS & POLICIES:** **1. Policy No. 12-033-22 Asset Management Policy**
- CAO Blair spoke to the changes proposed for Policy No.12-033-22 Asset Management Policy.
- Motion 309/22 Motion by Councilor Fricke to adopt Policy No. 12-033-22 as amended. **CARRIED**
- 2. Policy No. 37-002-22 Storm Water System inspection Policy**
- CAO Blair spoke to the changes proposed for Policy No. 37-002-22 Storm Water System Inspection policy.
- Motion 310/22 Motion by Councilor Ratz to adopt Policy No. 37-002-22 as amended. **CARRIED**
- NEW BUSINESS:** **1. SDAB information sheet**
- CAO Blair spoke to the requirements for the Subdivision and Development Appeal Board.
- 2. SDAB member Appointment-Sandi Roberts**
- Motion 311/22 Motion by Councilor Allan to appoint Sandi Roberts as a member to the Subdivision and Development Appeal Board. **CARRIED**
- 3. SDAB member Appointment-Sheldon Ball**
- Motion 312/22 Motion by Councilor Ratz to appoint Sheldon Ball as a member to the Subdivision and Development Appeal Board. **CARRIED**
- 4. SDAB member Appointment-Sherry Humphrey**
- Motion 313/22 Motion by Councilor Roberts to appoint Sherry Humphrey as a clerk to the Subdivision and Development Appeal Board. **CARRIED**
- COMMITTEE REPORTS:** **1. Legislative & Emergency Services Committee**
- Councilor Ball gave an oral report of the meeting that occurred on June 21, 2022. Next meeting September 20, 2022

2. Strategic Planning & Corporate Affairs Committee

- Councilor Roberts gave an oral report of the meeting that occurred on June 27, 2022. Next meeting August 22, 2022

3. Policy & Governance Committee

- Councilor Fricke gave an oral report of the meeting that occurred on June 23, 2022. Next meeting September 15, 2022

4. Mountain View Regional Waste Commission

- Nothing to report at this time. Next meeting is July 25, 2022.

5. Mountain View Regional Water Commission

- Nothing to report at this time. Next meeting is July 15, 2022.

6. Mountain View Seniors' Housing

- Nothing to report at this time. Next meeting is July 14, 2022.

7. Municipal Area Partnership

- Mayor Colby gave an oral report of the meeting that occurred on June 16, 2022. Suggested Council review the Recreation Master Plan in the Fall of 2022.

8. Carstairs Community Development & Economic Partnership (CCD&EP)

- Nothing to report at this time.

9. Central Alberta Economic Partnership (CAEP)

- Councilor Fricke gave an oral report of the AGM meeting that occurred on June 17 2022, on behalf of Councilor Ratz. Next meeting Fall 2022

Motion 314/22

Motion by Councilor Allan to accept all Committee Reports as information.

CARRIED

COUNCILOR REPORTS:

Councilor Allan

- June 14, 2022 attended RCMP meeting.
- June 21, 2022 attended Legislative and Emergency Services Committee meeting.
- June 24, 2022 attended Cap & Gown for 2022 Graduates of Hugh Sutherland School. Expressed Thanks to Councilor Fricke for speaking and to the staff at the arena for their hard work getting ready for the event.
- June 25, 2022 attended Graduation Banquet for 2022 Graduates of Hugh Sutherland School. Expressed thanks to staff at the arena and operations for their hard work setting up and cleaning up after the event.

Councilor Ball

- June 21, 2022 attended Legislative and Emergency Services Committee meeting.
- June 27, 2022 attended Strategic Planning & Corporate Affairs Committee meeting.

Councilor Fricke

- June 17, 2022 attended CAEP AGM on behalf of Councilor Ratz.
- June 18, 2022 attended Twisted Lizards soft opening.
- June 20, 2022 attended AB Municipalities Webinar
- June 22, 2022 attended AB Municipalities Summer caucus.
- June 23, 2022 attended Policy & Governance Committee meeting.
- June 24, 2022 attended HSS Graduation Cap and Gown and gave remarks on behalf of the Town of Carstairs.
- June 27, 2022 met with Jahit Dhawan from Core Connect.
- June 27, 2022 met with AI Smart and toured Chinook Winds Lodge, Crystal Manor, and Carry Manor
- June 27, 2022 attended Strategic Planning & Corporate Affairs Committee meeting.

Councilor Ratz

- June 14, 2022 attended ASCHA meeting.
- June 21, 2022 attended Legislative and Emergency Services Committee meeting.

Councilor Roberts

- June 21, 2022 attended Legislative and Emergency Services Committee meeting.
 - June 27, 2022 attended Strategic Planning & Corporate Affairs Committee meeting.

Mayor Colby

- June 13, and 14, 2022 attended RCMP meeting.

Motion 315/22

Motion by Councilor Ball to accept all Councilor Reports as information.

CARRIED

CORRESPONDENCE:

1. E-service request: Question

A question regarding chicken coops was submitted via the Town of Carstairs website.

Motion 316/22

Motion by Councilor Roberts to accept the question as information.

CARRIED

2. Parkland Regional Library Email

-CAO Blair spoke to the email received from Parkland Regional library.

Motion 317/22

Motion by Councilor Fricke to accept the email from Parkland Regional Library as information.

CARRIED

CAO'S REPORT:

1. RCMP meeting

- June 13, and 14, 2022 attended meetings with RCMP.

2. Fire service agreement

- In negotiations with Didsbury and Crossfield regarding fire services.

3. MAP meeting

- June 16, 2022 attended a MAP meeting.

4. Scarlett Ranch

- June 21, 2022 attended a meeting regarding Scarlett Ranch development.

5. Proposed Facility Project

- June 22, 2022 met with Cameron Tolley and Dean Neilson in regards to a new facility project and committee.

6. Joint user agreement CESD

- June 27, 2022 had a phone call meeting with George Thompson in regard to liability insurance within the Joint User Agreement.

Motion 318/22

Motion by Councilor Roberts to accept CAO's Report as information.

CARRIED

COUNCILOR CONCERNS:

1. Councilor Allan

- Notified administration of a ramp that needs to be repaired at the Arena.

2. Councilor Fricke

- received a concern about a found kitten at the gazebo, wonders if Emergency services can assess the situation.

Motion 319/22

Motion by Councilor Ratz to accept Councilor Concerns as information.

CARRIED

PUBLIC QUESTION PERIOD:

Nil

MEDIA QUESTION PERIOD:

Nil

CLOSED MEETING

Nil

NEXT MEETING:

Monday, July 11, 2022 at 7:00 p.m.

ADJOURNMENT:

Motion 320/22

Motion by Councilor Ball to adjourn the meeting of June 27, 2022, at 8:22 p.m.

CARRIED

Lance Colby, Mayor

Rick Blair, CAO

PRLS Funding – Town of Olds

RECOMMENDATION

Move that council supports opening the Parkland Regional Library System (PRLS) membership agreement with the intent to amend clause 8.3 so that the population figures PRLS uses for requisitions are the same as the population figures Municipal Affairs uses to provide municipalities with grant funding.

BACKGROUND

Concerns have been raised regarding the population information used by Parkland Regional Library System (PRLS) to calculate per-capita funding obligations of each member municipality.

In accordance with the PRLS Membership Agreement the per capita funding is based on *“the most recent population figure for the municipality as published by Alberta Municipal Affairs.”* According to the Government of Alberta’s website: *“The Municipal Affairs Population List has been discontinued and will be replaced by population estimates from Treasury Board and Finance in the future.”*

However, further, Municipal Affairs also states on its website: *“Per capita grant funding delivered by Municipal Affairs will continue to be based on the 2019 Municipal Affairs Population List until 2021 federal census results are available. The updated federal census will provide a new baseline for estimating annual populations in the future.”*

At the March 2021 PRLS Executive Committee meeting, the committee decided to use the population numbers from the Treasury Board and Finance to invoice municipalities based on what the Government of Alberta posted on the website. In some cases, the Treasury Board population estimates are significantly different from the recent federal census that was conducted in 2021. Olds’ population (for example) was estimated to be almost 550 higher than the 2019 Municipal Affairs Population List and 2021 federal census.

The issue of using Treasury Board population figures was also raised at the May 2022 PRLS board meeting, as well as the wording of the membership agreement and its clarity. A legal opinion sought by PRLS as it pertains to the membership agreement determined that use of Treasury Board figures was in keeping with the agreement.

Following the May board meeting, PRLS representatives from our region (Zone 9), met to discuss the shared concern with using Treasury Board population figures and the clarity of the wording of the membership agreement and agreed there was interest in pursuing a collective approach to remedying these concerns. The PRLS representatives recommends that municipalities in our region work together to pass motions opening the membership agreement with the purpose of clarity and amending clause 8.3 so that population figures used by PRLS for its requisition are the same as the population figures Municipal Affairs uses to provide municipalities with per capita grant funding.

BYLAW No. 1058 - Amended

BEING a Bylaw of the Town of Carstairs, in the Province of Alberta, the purpose of this Bylaw is to control or prohibit certain activities creating noise and to abate the incidence of noise and to restrict the hours when certain noise may be made.

WHEREAS, section 7.(a) (~~h~~) of the Municipal Government Act, Chapter M-26RSA 20~~14~~00 as amended, a council of a municipality may pass a Bylaw for the purpose of prohibiting, eliminating or abating noise in the Town of Carstairs;

NOW THEREFORE, the Council of the Town of Carstairs in the Province of Alberta duly assembled enacts as follows:

1. This Bylaw shall be named "The Noise Bylaw".
2. In this Bylaw:
 - a. "CAO" means the person appointed as the Chief Administrative Officer;
 - b. "Night Time" means any period commencing at 9:00 p.m. and ending at 7:00 a.m. of the following day.
 - c. "Daytime" means the period commencing at ~~the hour of 7:00 a.m. in the morning and ending at the hour of 9:00 p.m. in the evening of the same day;~~
 - d. "Holiday" means any statutory holiday as recognized by the Province of Alberta;
 - e. "Land use Bylaw" means any zoning or development control Bylaw in force from time to time within the town;
 - f. "Animal noise" means any noise produced by an animal in the possession of a resident or visitor. ~~"Light motor vehicle" means a motor vehicle which has gross vehicle weight of two and three quarter (2.75) metric tones, or less, and includes light commercial vehicles, passenger vehicles and motor scooters;~~
 - g. "Petroleum" shall be defined as gas or diesel or similar hydrocarbon.
 - h. "Vehicle means any:
 - i. Passenger vehicle
 - ii. Petroleum powered scooters & bicycles
 - iii. Motorcycles
 - iv. Light commercial vehicle
 - v. Heavy Commercial vehicle
 - vi. ~~Construction Vehicle~~~~"Motorcycle" means a motor vehicle mounted on 2 or 3 wheels and~~
 - i. ~~includes those motor vehicles known in the automotive trade as motor~~
 - ii. ~~cycles and scooters; but does not include a vehicle known as a moped or~~
 - iii. ~~a vehicle known as a power bicycle;~~
 - i. ~~"Night time" means the period commencing at the hour of 9:00 p.m. and ending at the hour of 7:00 a.m. of the following day;~~
 - i. "Peace Officer" means any Bylaw Officer, Community Peace Officer, or RCMP or ~~of the~~ local policing authority;
 - j. "Residential area" means an area defined as such in the Land Use Bylaw;

- k. "Residential building" means a building which is constructed as a dwelling for human being's;
- l. "Signaling device" means a horn, gong, bell, ~~claxe or~~ other device producing audible sound for the purpose of drawing attention to an approaching vehicle, including a bicycle;
- m. "Town" means the Town of Carstairs or the area contained within the boundaries of the Municipality;
 - ~~n. "Tractor trailer" means a combination of vehicles comprised of one or more trailers used for carrying merchandise or equipment, and one truck tractor use solely for the supplying or power for propelling or hauling the trailer or trailers;~~
 - ~~e. "Truck" means a motor vehicle which:~~
 - ~~i. has a gross vehicle weight exceeding two and three quarter (2.75) metric tons, and~~
 - ~~ii. is not a tractor trailer;~~
- n. "Weekday" means any day other than Saturday and Sunday.

General Noise Prohibition

- 3. No person shall make, continue **making**, cause or allow to be made or continued any loud, unnecessary or unusual noise that annoys, disturbs, injures, endangers, or detracts from the comfort, **general** health, peace or safety of other persons within the town; **This does not apply to accidental occurrences.**

Domestic noise

- 4. Where a Peace Officer determines that a violation against any provisions of this Bylaw has been committed in a residential area, he/she may:
 - a. Request that the noise cease and desist, or
 - b. Seize anything used to cause the noise, or
 - c. In the case of a person or persons in violation of any provision of this Bylaw, order the person or persons to leave the location of the violation unless such person is the owner or occupant of the land.
- 5. Where anything is seized pursuant to section 4 (b) of this Bylaw, the seized items shall be returned to the owner at the conclusion of any proceedings brought against the owner.

Residential Noise

- 6. No person shall operate any **Petroleum or Electric** power equipment in any area designated as a residential area between the hours of:
 - a. 9:00 p.m. and 7:00 a.m. on weekdays or **9 p.m. and 8:00 a.m.** on Saturday, Sunday and holidays.
 - b. **Animal noise shall be limited to the guidelines set out in the General Noise Prohibition**

Vehicle Noise

- 7. No person shall operate a vehicle of any type on a street in a residential area **during Daytime or Nighttime at any time of the day or night** in such a manner as unduly to disturb the residents of the streets in the residential area in which he/she is operating the vehicle.

Commercial and Industrial Noise

- 8. Where an open area is **approved provided** for parking, owners **with permission from the CAO of the town for such use** will create no more noise than is reasonably necessary **in connection regarding, to** use a machine for cleaning snow or debris from the **said** open area. **provided for parking during such hours as is necessary or expedient to keep the area clean of snow and debris in order to allow for parking.**

Construction Noise

9. No person shall create or have cause to create a sound from any machine, tools or equipment which may be heard beyond the boundaries of the site on which an activity is being carried on in a residential area between the hours of:
- a. 9:00 p.m. and 7:00 a.m. on weekdays or 9:00 p.m. and 8:00 a.m. on Saturday, Sunday and holidays.
 - b. The provision of subsection 9 does not apply to any work carried out by the Town or by a contractor carrying out the instructions of the Town.

Delegation of Authority

10. In this Bylaw, where permission is required from the CAO for carrying on of any noise-making activity, the CAO may delegate any other employee of the Town as having authority to approve the noise-making activity.

Enforcement

11. A person who is found in breach of any section of this bylaw is guilty of an offence. If a breach persist, renews or a new breach occurs twice from the same location within one twelve (12) month period a 2nd offence charge will be issued. If a breach persist, renews or a new breach occurs three or more times from the same location within one twelve (12) month period a 3rd offence charge will be issued. All fines for this breach are outlined in Schedule "N" of the Rates & Fees Bylaw.

Exemptions with Permission of CAO

12. The provisions of subsection 10 do not apply on a street or on a public utility carried on by:
- a. A town department;
 - b. Any type of utility company, or
 - c. Any contractor working for those listed in subsection (a) & (b).
 - d. The ringing of bells in churches, religious establishments and schools;
 - e. The moderate use of musical instruments to call attention to an opportunity to contribute to a collection made for a charitable undertaking first approved by council during the Christmas season or some other time approved by council;
 - f. The sounding of a general or particular alarm or warning to announce a fire or other emergency, on-coming trains or a disaster;
 - g. The playing of a band in connection with a parade;
 - h. The playing of a musical instrument appropriate to street service allowed pursuant to any by-law in a moderate manner;
 - i. The sounding of police, fire or ambulance sirens;
 - j. The sounding of horns, or other noise making devices on ~~elaxons on~~ vehicles allowed on the streets for the purpose of and to the extent necessary to give signals or warnings to persons and vehicles using the streets.
 - k. Any Special Event Permit/Plan approved by the Licensing Officer or CAO.
13. This Bylaw is to amend Bylaw 1058 and repeals Bylaw No. 973.

READ A FIRST TIME THIS 11TH DAY OF JULY A.D., 2022.

READ A SECOND TIME THIS 11TH DAY OF JULY A.D., 2022.

READ A THIRD AND FINAL TIME THIS 11TH DAY OF JULY A.D., 2022.

Lance Colby, Mayor

Rick Blair, CAO

BYLAW No. 1079-Amended

BEING a Bylaw of the Town of Carstairs, in the Province of Alberta, the purpose of this Bylaw is to regulate and control dogs within the limits of the Town of Carstairs.

WHEREAS, Section 7. (a) of the Municipal Government Act, Chapter M-26 RSA 2011 as amended; A council may pass bylaws for municipal purposes respecting the following matter of the safety, health and welfare of people and the protection of people and property;

WHEREAS, Section 7. (i) of the Municipal Government Act, Chapter M-26RSA 2011 as amended; A council may pass bylaws for municipal purposes respecting the following matter of wild and domestic animals and activities in relation to them;

WHEREAS, it is deemed expedient to enact a Bylaw for the regulation and control of dogs within the boundaries of the Town of Carstairs:

NOW THEREFORE the Council of the Town of Carstairs, in the Province of Alberta, duly assembled, enacts as follows:

1. This Bylaw shall be named **"The Dog Control Bylaw"**.
2. In this Bylaw:
 - a. "Animal Control Officer" means a person engaged by the Town to administer and enforce the provisions of this Bylaw; includes Town of Carstairs Community Peace officers and any member of the Royal Canadian Mounted Police
 - b. "Bylaw Enforcement Officer" means a person appointed by the Town in accordance to the provisions of 555.1 of the Municipal Government Act.
 - c. "Device" means any equipment or mechanical contrivance capable of restraining the dog on which it is being used;
 - d. "Former Owner" means a person who at the time of impoundment was the owner of a dog which has subsequently been sold or destroyed;
 - e. "Owner" means a person who has legal title to a dog, and includes any person who has actual or apparent possession or custody of a dog, either permanently or temporarily or harbors a dog or allows a dog to remain on his or her premises;
 - f. "Leash" means a chain or other material capable of restraining the dog on which it is being used;
 - g. "Person" means a natural person, partnership or body corporate;
 - h. "Restricted Breed" means breeds of dogs which are deemed dangerous by motion of council.
 - i. "Restricted Dog" means a dog that's conduct of which has resulted in its owner being convicted of a contravention of subsection 3 of this Bylaw.
 - j. "Running at Large" means:
 - i. A dog or dogs which are not under the control of a person responsible by means of a leash or other device and is or are actually upon property other than the property in respect of which the owner of the dog or dogs has the right of occupation, or upon any highway, street, alleyway boulevard, sidewalk, park, playground or other public place, or
 - ii. A dog or dogs which are under the control of a person responsible by means of a leash or other device and which cause damage to persons, property or other animals;
 - k. "Town" means the Town of Carstairs or the area contained within the boundaries thereof, as the context requires;

Responsibilities of Dog Owners

3. The owner of a dog shall:
 - a. Ensure that dog is not running at large;
 - b. Ensure if dog defecates on any public or private property other than the property of its owner, the owner shall remove such defecation immediately;
 - c. Not allow the premise to become littered with dog feces to an extent that the Premise becomes objectionable, either visually or because of foul odors, to residents of neighboring properties.
4. The owner of a dog shall ensure that such dog shall not:
 - a. Bite a person or persons whether on the property of the owner or not;
 - b. Do any other act to injure a person or persons whether on the property of the owner or not;
 - c. Chase or otherwise threaten a person or persons whether on the property of the owner or not, unless the person chased or threatened is a trespasser on the property of the owner;
 - d. Bite, bark at, or chase live stock, bicycles, automobiles, or other vehicles;
 - e. Bark, howl incessantly or otherwise disturb any person;
 - f. Cause damage to property or other animals;
 - g. Upset any waste receptacles or scatter the contents thereof either in or about a street, lane, or other public property on, in or about premises not belonging to or in the possession of the owner of the dogs;
 - h. Be in an area of a park cultivated for floral plant display;
 - i. Be in any swimming, bathing or wading pool that is provided for the use of the public;
5. In addition to any other penalties imposed under this Bylaw an owner who contravenes subsection 3 of this Bylaw is civilly liable to the Town for any expense directly or indirectly incurred by the Town in connection with such contravention.

Restricted Dog

6. No owner shall own, keep or harbor within the municipal boundaries of the Town a Restricted Dog unless such Restricted Dog is licensed.
 - a. The owner of every Restricted Dog required to be licensed under this Bylaw shall pay by January 31 in each calendar year or within 30 days of the dog becoming a Restricted Dog, as the case may be, an annual license fee, for a Restricted Dog as set out in The Rates & Fees Bylaw.
 - b. No owner shall keep or harbor a Restricted Dog on premises owned or controlled by him or her unless such Restricted Dog is kept securely confined so that escape is not possible.
 - c. The owner of a restricted dog shall ensure that whenever such restricted dog is off property of the owner it is controlled by a leash or harness in a manner that prevents it from biting, chasing or attacking a person or other animal;
 - d. An Animal Control Officer under this Bylaw is authorized to capture and impound a dog may seize and impound any dog believed by him or her to be a restricted dog found running at large in the Town and he or she may take any reasonable measures necessary to subdue such a dog including the use of tranquilizer equipment and materials.
 - e. The obligations contained in sections 5 of this Bylaw are in addition to all other obligations contained in this Bylaw.
 - f. Notwithstanding a dog of a restricted breed will not be classified as a restricted dog, unless it displays behaviors referred to by the definition of a restricted dog and is so classified a restricted dog by the Animal Control Officer

Communicable Disease

7. An owner of a dog known to have or suspected of having rabies:
 - a. Shall immediately report the matter to Agriculture Canada, Veterinary Inspection Directorate or to an Animal Control Officer.
 - b. Shall confine or isolate the dog, in such a manner as prescribed by the persons in subsection 7 (a) so as to prevent further spread of the disease;
 - c. Shall keep the dog confined for not less than ten (10) days.
8. An owner of a dog knowingly suffering from a communicable disease other than rabies shall:
 - a. Not permit the animal to be in any public place;
 - b. Not keep the dog in contact with or proximity to any other animal free of such disease;
 - c. A person responsible for the dog may place the dog on a leash for transport to a facility for medical attention, otherwise the person responsible will, keep the dog confined in an enclosed area or fenced yard or tied up on the property of the owner.

Licensing

9. By January 31st of each year, the owner of a dog shall obtain a license for such dog (3 months of age or older) and shall pay for such license an annual fee as set out in the Rates & Fees Bylaw.
 - a. Upon payment of the license fee by the owner the Town Office shall issue to the owner a metallic tag for each dog license.
 - b. Every owner shall provide his or her dog with a collar to which the owner shall affix the metallic tag for such dog and the owner shall ensure that the collar and tag are worn by such dog whenever the dog is off such owner's premises.
 - c. Upon losing a dog license the owner of a dog shall contact the Town Office Staff who will issue a new tag to the owner.
 - d. Any one who becomes owner of a dog for which a license has been obtained for the current calendar year shall advise the Town Office of such change or ownership on the first day the Town Office is open after he or she becomes owner of the dog but no additional license fee is payable in such event.
 - e. Tags are not transferable from one dog to another and no refund shall be made on any paid up dog license fee because of the death, loss or sale of the dog or upon the Owner's leaving the Town before expiration of the license period.
 - f. The municipality shall keep current records of:
 - i. the name and address of each owner;
 - ii. the breed, color and sex of each owner's dog
 - iii. the number on each metallic tag issued to the owner for his or her dog; and
 - iv. the license fees paid by each owner
 - g. A dog license is not required by persons temporarily in the Town for a period not exceeding two weeks in any calendar year.
 - h. Any person temporarily in the Town for a period of greater than two weeks in any calendar year and who would otherwise be required to obtain a license for a dog under this Bylaw, may apply to the Chief Administrative Officer for an extension of the two week grace period.
 - i. Except as provided in Bylaw No. 1080, no more than three (3) dogs for which a license is required under this Bylaw shall be owned, harbored or possessed by an owner.

Animal Control Authority

10. An Animal Control Officer may enter onto any private land, other than buildings located thereon, in pursuit of a dog found running at large.

Obstruction and Interference

11. No person, whether or not he or she is the owner of a dog which is being or has been pursued or captured shall;
 - a. Interfere with or attempt to obstruct an Animal Control Officer, who is attempting to capture or who has captured a dog which is subject to impoundment pursuant to the provisions of this Bylaw.
 - b. Entice the animal to enter a building or other place where it may be safe from capture or otherwise assist the animal to escape capture;
 - c. Falsely represent himself or herself as being in charge or control of an animal so as to establish that the animal is not running at large; or
 - d. Unlock or unlatch or otherwise open any vehicle in which any dog which has been captured for impoundment has been placed so as to allow or attempt to allow any dog to escape.

Interference with Animals

12. No person shall:
 - a. Untie, loosen or otherwise free an animal which has been tied or otherwise restrained; or
 - b. Negligently or willfully open a gate, door, or other opening in a fence or enclosure in which an animal has been confined and thereby allow an animal to run at large in the Town.
 - c. Tease, torment or annoy an animal.

Notifications

13. If an Animal Control Officer knows or can ascertain the name of the owner of the impounded dog, he or she shall serve the owner Notice, either personally or by leaving it at or mailing it to the last known address of the owner.
14. An owner of a dog to whom a Notice is mailed pursuant to the provisions of section 15 is deemed to have received a Notice within forty-eight (48) hours of the time it is mailed.
15. An Animal Control Officer is not required to make any investigations as to the owner of an impounded dog other than to search the Town's records of licensing for the current year for a dog fitting the description of the impounded dog.

Reclaiming

16. **The owner of any impounded dog shall:**
 - a. **May-reclaim the dog from the Town by paying the fees as set out in the Rates & Fees Bylaw, and/or the fees of the holding facility.**
 - b. **If the dog is not registered, the owner shall register the dog.**
17. An Animal Control Officer shall report any apparent illness, communicable disease, injury or unhealthy condition of any impounded dog its owner, if known, and to a veterinarian and an Animal Control Officer shall take into account any recommendations of such veterinarian in dealing with the dog while the dog is impounded.
18. An owner of an impounded dog shall be liable to the Town Office for any fees or expenses incurred in consulting with a veterinarian or providing any care recommended by a veterinarian in respect of such impounded dog.

Disposal

19. An Animal Control Officer shall not sell, destroy or otherwise dispose of an impounded dog until following conditions are met:
 - a. The impounded dog has been retained by the Town for at least five (5) days after the owner has received or has been deemed to have received notice that his or her dog has been impounded, where the name and address of the owner is known:
 - b. The impounded dog has been retained by the Town for seventy-two (72) hours, where the name of the owner is not known; or

- c. A person having the authority orders the destruction of the impounded dog.
- 20. When the conditions described in subsection 19 have been met, an Animal Control Officer may cause the dog to be sold, destroyed or otherwise disposed of unless the owner has made arrangements with an Animal Control Officer for further retention of the dog or a person having the authority orders the further retention of the impounded dog.
- 21. An Animal Control Officer shall have destroyed any impounded dog when ordered to do so by a person having the authority.
- 22. Notwithstanding the provisions of section 19 and 20 but subject to the provisions of section 21 and Animal Control Officer may retain an impounded dog for any length of time he or she deems appropriate in the circumstances.

Penalties – Voluntary Payment

- 23. Where an Animal Control Officer, believes that a person has contravened any provisions of this Bylaw, he or she may in his or her absolute discretion serve upon such a person a ticket as provided by this section either personally or by mailing by ordinary mail addresses to or leaving the tag at the last known address of such person and such service shall be good and sufficient for the purpose of this Bylaw;
- 24. A ticket under this section shall in such form as determined by the Town and shall state the section of this Bylaw which the person to whom such ticket is issued is accused of having violated, and the amount from Schedule 'E' of the current Rates & Fees Bylaw that will be accepted by the Town in lieu of prosecution;
- 25. Upon the production of a ticket issued pursuant to this section within ten (10) days from the issue thereof together with the payment to the Town of the fee provided in the Rates & Fees Bylaw. The person to whom the ticket was issued shall not be liable for prosecution for the contravention in respect of which the ticket was issued;
- 26. Nothing in this section shall prevent a person to whom a ticket has been issued from defending any prosecution commenced by the Town for any contravention of the provisions of this Bylaw.
- 27. If an Animal Control Officer believes that a person has contravened any provision of this Bylaw, he or she may commence proceedings by issuing a summons by means of a Violation Ticket in accordance with Part 2 of The Provincial offences Procedures Act, S.A. 1988, Chapter P-21.5.
- 28. The specified penalty payable in respect of a contravention of a provision of this Bylaw in proceedings commenced under The Provincial Offences Procedure Act is the amount shown in the Rates & Fees Bylaw in respect of that provision.
- 29. This Bylaw is to Amend **Bylaw No. 1079** and repeal Bylaw No. 975 Amended.

READ A FIRST TIME THIS 11TH DAY OF JULY 2022

READ A SECOND TIME THIS 11TH DAY OF JULY 2022

READ A THIRD TIME THIS 11TH DAY OF JULY 2022

Lance Colby, Mayor

Rick Blair, CAO

Bylaw No. 2029-Amended

BEING a Bylaw of the Town of Carstairs in the Province of Alberta, respecting rates to be charged for various goods and services provided by the Town of Carstairs.

BEING a Bylaw of the Town of Carstairs in the Province of Alberta, to amend Bylaw No. 2005.

WHEREAS, section 7 and 8 of the Municipal Government Act, Chapter M-26-1, Revised Statutes of Alberta 2000 and amendments thereto authorize the Council to repeal or amend any bylaws.

WHEREAS, section 8 of the Municipal Government Act Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality, by Bylaw, to establish fees for licenses, permits and approvals, and

WHEREAS, section 61(2) of the Municipal Government Act Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality to charge fees, tolls and charges for the use of its property, and

WHEREAS, section 481 (1) of the Municipal Government Act Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality to establish fees payable by any person wishing to make a complaint to the Assessment Review Board, and

WHEREAS, section 630.1 of the Municipal Government Act Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality to establish fees for planning functions, and

WHEREAS, section 6 of the Municipal Government Act Revised Statutes of Alberta 2000 and amendments thereto gives a Municipality natural person powers, which imply the power to charge for goods and services provided,

NOW THEREFORE, Council of the Town of Carstairs duly assembled and pursuant to the Municipality Government Act, Chapter M-26-1 Revised Statutes of Alberta 2000 enacts as follows:

1. This Bylaw may be referred to as the **“2022 Rates and Fees Bylaw”**.
2. That the rates specified in the Schedules attached be charged for the goods and services specified.

Schedule A	Water, Wastewater and Garbage Collection
Schedule B	Administration
Schedule C	Building Development Permit Application
Schedule D	Cemetery
Schedule E	Dog Bylaw
Schedule F	Sports and Recreation
Schedule G	Common Services
Schedule H	Traffic Bylaw
Schedule I	Fire Services
Schedule J	Community Hall
Schedule K	Plotter Printer
Schedule L	Council Remuneration
Schedule M	Cat Bylaw
Schedule N	Noise Bylaw
Schedule O	Cannabis Consumption Bylaw
Schedule P	Smoking and Vaping Bylaw
Schedule Q	Fines for Livestock
Schedule R	Fines Residential Community Standards
Schedule S	Fines Industrial Community Standards
Schedule T	Fines Commercial Community Standards
Schedule U	Special Events
Schedule V	Golf Course Fees

3. That the rates specified attached to this Bylaw may be modified and amended from time to time, as Council desires, by resolution of Council;

4. That this Bylaw **Amends Bylaw No. 2029 and** repeals Bylaw **No. 2023** and

READ A FIRST TIME THIS 11TH DAY OF JULY A.D., 2022

READ A SECOND TIME THIS 11TH DAY OF JULY A.D., 2022

READ A THIRD AND FINAL TIME THIS 11TH DAY OF JULY A.D., 2022

Lance Colby, Mayor

Rick Blair, CAO

**SCHEDULE 'A'
WATER AND WASTEWATER AND GARBAGE COLLECTION RATES**

WATER RATES:

1. Metered Single Occupancy

A fixed charge of \$14.00 per month plus a metered consumption charge of \$2.91 per cubic meter.

2. Metered Multiple Occupancy

a) Where a separate meter has been installed for each unit within the building, a fixed charge of \$14.00 per month shall apply to each unit plus a metered consumption charge of \$2.91 per cubic meter.

b) Where only one meter is installed to serve the entire building, a fixed charge of \$14.00 per month shall apply for each unit plus a metered consumption charge of \$2.91 per cubic meter.

3. Unmetered Occupancy

- a. For Residential dwellings in which a water meter is not installed, the monthly charge shall be a fixed charge of \$14.00 per month plus a consumption charge based on 13 m³ of usage.
- b. For commercial buildings in which a water meter is not installed, the monthly charge shall be based upon similar commercial properties, plus a fixed charge of \$14.00 per month.

4. Bulk Water Sales

The charge for water sold in bulk quantities shall be \$5.16 per cubic meter. Users without an account will be charged a flat fee of \$30.00 plus consumption.

5. Sales of Water Meters & Read-outs

Size: Up to 1"	\$425.00 + GST
1"	\$515.00 + GST
2' or greater	Contact the town

6. Additional Charges

Any person who will not require water and sewer service for an extended period of time may request the Town to disconnect the service. The account holder will be required to pay a one hundred dollar (\$100.00) disconnection/reconnection fee in order to resume service, payable in advance.

WASTEWATER RATES:

60% of Water Consumption Fees.

GARBAGE COLLECTION AND DISPOSAL RATES:

Single Family Residence	\$24.00 per month per bin
Multiple Dwelling – per unit	\$24.00 per month per bin
Apartment – per unit	\$24.00 per month per bin
Family Dwelling in Commercial Buildings – per unit	\$24.00 per month per bin
Retail outlets – per unit	\$24.00 per month per bin
Offices – per unit	\$24.00 per month per bin
Hotels/Motels	\$24.00 per month per bin
Restaurants/Coffee Shops	\$24.00 per month per bin
Other businesses – per unit	\$24.00 per month per bin

Additional garbage bin removal service charge may apply (\$100.00).

**SCHEDULE 'B'
ADMINISTRATION FEES**

1. The fee for NSF or returned cheques is:
\$40.00
2. The fee for photocopying is:
\$0.30 per page.

A fee of \$0.20 per sheet is charged to any volunteer of an organization requesting photocopying. Should the organization provide its own paper, the cost of photocopying is \$0.15 per sheet.
3. The fee for FAX service is:

To send local Faxes:	\$1.00 per page
To send long distance Faxes:	\$2.00 per page
To receive Faxes:	\$1.00 per page
4. The fee for an assessment appeal is:

Residential	\$50.00
Non-Residential	\$650.00
5. The fee for Tax Certificate is:
\$40.00
6. The fee for Insurance Application is:
\$25.00
7. The fee for Tax Recovery Registration is:
\$50.00 plus registration costs.

- administration fee for auction is cost plus 10% of total sale price.
8. The fee for dog licenses is:

No charge for permanent tag
\$200.00 restricted dog
\$100.00 hobby license
\$ 30.00 per day boarding fees
\$ 10.00 for replacement tag
9. The fee for cat licenses is:

No charge for permanent tag
\$ 30.00 per day boarding fees
\$ 10.00 for replacement tag
10. The fee for renting the Town Office Board Room is:

- No charge for municipal committees, chamber of commerce, or service clubs day or night use, as long as one Council or staff member is on the committee to ensure access.

- Other parties – business day use: \$20.00 per 3 hour intervals (without equipment)
\$30.00 per 3 hour interval (with equipment)

- Evening use fee is: \$10.00 per hour (without equipment)
\$20.00 per hour (with equipment)
11. Tax Penalty

Current Taxes:	July 1st – 14%
Arrears (All Outstanding Balances):	January 1st – 14%

- | | |
|--|--|
| 12. Utility Account Penalty: | 1.5% per month, 18% per annum
- current amounts |
| | 1.5% per month, 18% per annum
- outstanding amounts |
| 13. Accounts Receivable: | 1.5% per month, 18% per annum |
| 14. Business Licenses: | As per Business License Bylaw #906
\$100.00 Resident License
\$125.00 Non Residential License
\$300.00 Peddler & Hawkers License
\$25.00 Associate Membership
\$25.00 Two Day Event License |
| 15. Campground Fees: | \$28.00 per recreational vehicle
\$23.00 per tent
\$5.00 firewood per wheelbarrow load
\$1.00 showers on timer
\$2.00 sewage dump |
| 16. Personal Vehicle Allowance: | \$0.50 per kilometer |
| 17. Tax/Utility Invoice Reprint Charge | \$5.00 per invoice (1 st Free) |

**SCHEDULE 'C'
BUILDING AND DEVELOPMENT PERMIT APPLICATION RATES**

These rates apply to both new buildings and structures and alterations and repairs to existing buildings and structures. Development permit Fees are based on the prevailing fair market value of construction/project costs (excluding land) and are non-refundable.

Type	Building Permit Fee	Provincial Fee	Development Permit
Family, duplex, multi-family	\$5.00 per \$1000 construction value up to \$1,000,000. Thereafter \$4.20 per \$1000 Minimum charge: \$110.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.50 per \$1000 construction value up to \$150,000 – thereafter \$1.00 per \$1000 construction value. Minimum charge: \$100.00
Additions and Renovations – all types	\$5.00 per \$1000 construction value up to \$1,000,000. Thereafter \$4.20 per \$1000 Minimum charge: \$110.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.50 per \$1000 construction value up to \$150,000 – thereafter \$1.00 per \$1000 construction value. Minimum charge: \$100.00
Manufacture/Modular Home without attached garage	\$225.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.50 per \$1000 construction value up to \$150,000 – thereafter \$1.00 per \$1000 construction value. Minimum charge: \$100.00
Manufactured/ Modular Home with attached garage	\$300.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.50 per \$1000 construction value up to \$150,000 – thereafter \$1.00 per \$1000 construction value. Minimum charge: \$100.00
Residential Garage	\$110.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	Minimum charge: 100.00
Decks	\$75.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.50 per \$1000 construction value up to \$150,000 – thereafter \$1.00 per \$1000 construction value. Minimum charge: \$50.00
Solid Fuel Burning Appliance	\$75.00	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a maximum of \$560 as per the Safety Codes Fee Schedule.	Minimum Charge: \$50.00
Shed (on skids)	No Charge	No Charge	Minimum Charge: \$50.00
Industrial, Commercial, Assembly buildings (includes additions,	\$5.00 per \$1000 construction value up to \$1,000,000.	\$4.50 for permits \$114.31 or less, 4.0% levy over \$114.31. To a	\$1.50 per \$1000 construction value up to \$250,000 – thereafter

renovations, accessory buildings, etc.)	Thereafter \$4.20 per \$1000 Minimum charge: \$110.00	maximum of \$560 as per the Safety Codes Fee Schedule.	\$1.00 per \$1000 construction value. Minimum charge: \$250.00
Application for Land Use Re-designation	No charge	No charge	\$500.00 plus the cost of advertising – to be paid after first reading of bylaw
Certificate of Compliance (Real Property Report)	No Charge	No Charge	\$50.00
Demolition: Removal of building	No Charge	No Charge	\$75.00
Type	Building Permit Fee	Provincial Fee	Development Permit
Application to the MPC for discretionary uses, relaxation of the Land Use Bylaw regulations or any other matter requiring the determination of the MPC			\$200.00
Subdivision of Development Appeals			\$200.00
Parking Pad Sign	No Charge	No Charge	\$25.00 \$25.00

Policy Document Review Fee Schedule

TYPE OF DOCUMENT	FEE
Conceptual Scheme Review minimum fee per application (up to a ¼ Section, and pro-rated on a per hectare basis above that)	\$6,000.00
Conceptual Scheme Review additional fee per hectare over 65 ha	\$50.00
Conceptual Scheme amendment fee	\$2,000.00
Area Structure Plan Reviews minimum fee per application (up to ½ section of land, and pro-rated on a per hectare basis above that)	\$10,000.00
Area Structure Plan Review additional fee per hectare over 130 ha	\$50.00
Area Structure Plan amendment fee	\$2,500.00
Advertising Fee	\$200.00

* Additional fees may be required if the plan area is located within the Newly Annexed Lands.

** Pre-application fees will be based on an hourly rate as per current Planning Agreement

Land Use Re-designation Fee Schedule

TYPE OF DOCUMENT	FEE
Flat fee for the first 5 lots, if <u>outside</u> an Area Structure Plan Area	\$4,000.00
Flat fee for the first 5 lots, if <u>inside</u> of an Area Structure Plan Area	\$2,500.00
Plus per lot fee for each additional lot up to 50 lots	\$250.00
Plus per lot fee for each additional lot after 50 lots up to 100 lots	\$125.00
Plus per lot fee for each additional lot thereafter	\$100.00

* Additional fees may be required if the plan area is located within the Newly Annexed Lands.

** Pre-application fees will be based on an hourly rate as per current Planning Agreement

Site Development Permit Fee Schedule

TYPE OF DOCUMENT	FEE
Flat fee for the first 5 units,	\$2,750.00
Plus per lot fee for each additional unit up to 50 units	\$225.00
Plus per lot fee for each additional unit after 50 lots up to 100 units	\$110.00
Plus per unit fee for each additional unit thereafter	\$75.00

* Additional fees may be required if the plan area is located within the Newly Annexed Lands.

** Pre-application fees will be based on an hourly rate as per current Planning Agreement

Subdivision Application Fee Schedule

TYPE OF DOCUMENT	FEE
Small Lot Subdivision (1 to 5 lots):	
Flat fee, 1 – 2 lots	\$2,000.00
Flat fee, 3 – 5	\$3,500.00
Large Lot Subdivision (6 or more lots):	
Flat fee for the first 5 lots	\$2,000.00
Each additional lot thereafter	\$200.00
Phased approvals - fee per phase	\$250.00
Endorsement Fees - <i>excluding reserve and utility parcels</i>	
Per lot fee, first 10 lots	\$300.00
Per lot fee for each additional lot	\$100.00
Per unit fee for Building Condominium Plan	\$150.00
Subdivision Approval Time Extension or Re-activation Requests – each request	\$250.00
Subdivision Appeal Fee	\$1,000.00

* Additional fees may be required if the plan area is located within the Newly Annexed Lands.

** Pre-application fees will be based on an hourly rate as per current Planning Agreement

OFFSITE LEVIES:

- Water:** \$883.72 per lot;
\$10752.86 per residential hectare;
\$1927.32 per industrial and commercial acre.
\$121.12 per unit
- Sewer:** \$1599.35 per lot;
\$19460.57 per residential hectare;
\$2586.12 per industrial and commercial acre.
\$219.20 per unit
- Storm:** \$992.74 per lot;
\$10693.70 per residential hectare.
\$120.45 per unit
- Transportation:** \$723.96 per lot;
\$8809.01 per residential hectare;
\$99.22 per unit

* Fees are subject to change based on Development Agreement conditions

**SCHEDULE 'D'
CEMETERY RATES**

Burial Plots:		Rate
Adult	Resident	\$450.00
	Non-resident	\$650.00
Children (up to 5 years)	Resident	\$250.00
	Non-resident	\$450.00
Columbarium	Resident	\$450.00
	Non-Resident	\$650.00
Opening & Closing Fees: Monday to Friday		
Adult or Children plots	May 1 – Oct. 31	\$500.00
	Nov.1 – Apr. 30	\$650.00
Cremation	May 1 – Oct. 31	\$300.00
	Nov.1 – Apr. 30	\$450.00
Columbarium	May 1 – Oct. 31	\$200.00
	Nov.1 – Apr. 30	\$300.00
Overtime Opening & Closing Fees Weekends & Holidays		
Adult or Children plots	May 1 – Oct.31	\$600.00
	Nov 1 – April 30	\$750.00
Cremation	May 1 – Oct. 31	\$400.00
	Nov 1 – Apr .30	\$550.00
Columbarium	May 1 – Oct. 31	\$300.00
	Nov.1 – Apr. 30	\$400.00
Short Notice Burial: Extra Fee if 24 hours or less	May 1 – Oct. 31	\$175.00
	Nov 1 – Apr. 30	\$225.00
Interment past 3:30 p.m. Every half hour	May 1 – Oct. 31	\$95.00
	Nov. 1 – Apr.30	\$100.00
Disinterment Fees:		
Casket		\$1,000.00
Cremation Urn (placed above casket)		\$500.00
Cremation Urn (placed without casket)		\$500.00
Perpetual Care:		
Adult Plots – Residential & Non-Residential (per Interment)		\$500.00*
Children Plots – Residential & Non-Residential (per Interment)		\$400.00*
Columbarium Niche (per Interment)		\$500.00*
Permit Fees:		
Monument Installation		\$30.00
Columbarium Plaque Installation		\$30.00
GST is applicable to all fees *Perpetual Care is GST Exempt		

**SCHEDULE 'E'
DOG BYLAW**

SECTION	OFFENCE	1st Offense	2nd *	3rd **
3 (a)	Running at large	\$200.00	\$400.00	\$600.00
3 (b)	Failure to immediately remove defecation from property not the owners	\$100.00	\$200.00	\$300.00
3 (d)	Bite a person	\$500.00	\$750.00	\$1000.00
3 (e)	Injure a person	\$500.00	\$750.00	\$1000.00
3 (f)	Chasing a person	\$150.00	\$300.00	\$500.00
3 (g)	Biting at, barking at, chasing livestock, bicycles, automobiles or other vehicles	\$150.00	\$300.00	\$500.00
3 (h)	Barking, howling or disturbing the peace	\$150.00	\$300.00	\$500.00
3 (i)	Damage to property or other animals	\$500.00	\$750.00	1,000.00
3 (j)	Upsetting waste receptacles	\$100.00	\$200.00	\$300.00
3 (k)	Be in an area of a park cultivated for floral plant display	\$100.00	\$200.00	\$300.00
3 (l)	Be in any swimming, bathing or wading pool that is provided for the use of the public	\$100.00	\$200.00	\$300.00
5 (a)	Failure to obtain license for a restricted dog	\$200.00	\$400.00	\$600.00
5 (b)	Failure to confine restricted dog	\$250.00	\$500.00	\$1,000.00
5 (c)	Failure to harness or leash restricted dog	\$250.00	\$500.00	\$1,000.00
6 (a)	Failure to report dog with rabies	\$250.00		
6 (b)	Failure to confine dog with rabies	\$500.00		
6 (c)	Failure to keep confined dog with rabies	\$250.00	\$500.00	\$1,000.00
8	Failure to obtain license for dog	\$250.00		
8 (i)	Failure to obtain hobby license for dog	\$250.00		
10	Interference with or obstruction of animal control officer	\$500.00		
11 (a)	Untying an animal	\$250.00	\$500.00	\$750.00
11 (b)	Negligently or willfully open a gate, door, or other opening in a fence or enclosure in which an animal has been confined	\$250.00	\$500.00	\$750.00
11 (c)	Tease, torment or annoy an animal	\$250.00	\$500.00	\$750.00

**SCHEDULE 'F'
SPORTS AND RECREATION**

BALL DIAMONDS:

- \$100.00 per day per diamond for tournament
- \$5.00 per player for minor baseball
- \$220.00 per season per adult team
- \$29.00 per game per local adult
- \$35.00 per game per non-local adult

SOCCER FIELDS:

- \$5.00 per player for minor soccer
- \$100.00 per day per soccer pitch for Tournaments

GAZEBO:

- \$100.00 per day

CONCESSION:

- \$100.00 per day

**ARENA ICE RENTAL RATES:
2022
Season May 1- April 30**

League	Rate (Per Hour)
Local Youth	\$110.00
Local Adult	\$141.75
Local Youth Tournament/Competition	\$139.65
Local Youth Camp/Development	\$119.00
Local Adult Tournament/Competition	\$146.00
Non-Local Youth	\$126.00
Non-Local Adult	\$153.30
Non-Local Camp/Development	\$142.85
Non-Local Tournament/Competition	\$185.00
Non-Prime Ice*	\$91.90

***Non-Prime Ice consists of the following:**

- o Bookings which start after 10:00 p.m. Sunday – Thursday
- o Bookings which end before 3:30 p.m. all weekdays except holidays or days without school

All ice bookings include up to two dressing rooms and will be billed 15 minutes for ice maintenance at the end of the scheduled on ice activities.

Small Meeting Room

- Full Day \$50.00
- Hourly \$10.00

Fitness Room

- Hourly \$15.00

Off-Season Floor Rentals

- With Staff (per hour) \$40.00
- Without Staff (per hour) \$20.00
- Party Fee (includes 2 hours of floor rental and choice of equipment and 2 hours of meeting room time) \$100.00

ANNUAL ARENA ADVERTISING RATES:

- Rink Board \$250.00
- Zamboni Board Top \$550.00
- Zamboni Board Small top/front \$400.00
- Floor Graphics \$550.00
- Banner or Board \$300.00
- In Ice Graphics \$1,000.00

GST is applicable to all Rates

**SCHEDULE 'G'
COMMON SERVICES RATES**

OPERATIONAL SERVICES VEHICLES

UNIT #	RENTAL PRICE (per hour/per day)	VEHICLE
1	\$78.80	GMC Sierra 2500 HD
2	\$78.80	Ford F250
5	\$157.59	J.D. Grader
6	\$87.55	Ford 1 Ton
8	\$105.00	Flat Deck Trailer
9	\$110.00	Freightliner
10	\$415.00 per day	Generator
11	\$61.80	Kubota Z-21 Mower
12	\$61.80	John Deere 915
13	\$82.40	Kubota 5030 Tractor
14	\$61.80	Progressive Mower
15	\$61.80	2560 Mower Kubota
16	\$110.00	Freightliner
22	\$125.00	Elgin Sweeper
23	\$61.80	John Deere Z Track
24	\$61.80	John Deere Gator
27	\$61.80	Kubota RTV
32	\$82.40	JD Tractor
33	\$61.80	Finishing Mower
35	\$310.00	Manlift
36	\$208.00	Tilt Deck Trailer
43	\$95.00	Dump Trailer
47	\$155.00	Case Loader
48	\$78.60	Ford F150
52	\$120.00	Mini Loader
53	\$120.00	Mini Excavator
57	\$95.00	1 Ton Dump Truck
58	160.00	Snow Blower
61	\$80.00	Sewer Flusher
66	\$90.00	Ford 1Ton
142	\$45.00	Yamaha Generator

143	\$60.00	3" Centrifical pump
144	\$25.75 per day	1" Submersible pump
145	\$51.50 per day	Stihl chainsaw
147	\$51.50 per day	Weed trimmer
148	\$66.95 per day	J D Hand mower
150	\$61.80 per day	Hand Rototiller
152	\$12.00 per day per barricade	Barricades
153	\$10.50 per day per pylon	Pylons
154	\$18.00 per day per sign	Signs
155	\$60.00 per day	Hydrant Flushing/Testing Kit
156	\$55.00 per day	Unihoist
157	\$55.00 per day	Gas Monitor
158	\$160.00 per day	Freeze kit

**SCHEDULE 'H'
TRAFFIC BYLAW**

	SPEED	1st Offense	2nd*	3rd**
33(a)	>40k where not posted	\$100	\$200	\$500
33(b)	Speed in School/Playground Zone	\$100	\$200	\$500
33(c)	Speed in Alley	\$100	\$200	\$500
TSA and Parking				
5(a)	Violate TSA / regs	\$100	\$200	\$500
6	Park other than parallel	\$100	\$200	\$500
8	Double Park	\$100	\$200	\$500
9	Obstruct Driveway	\$100	\$200	\$500
10	Park < 5m from Intersection	\$100	\$200	\$500
11	Park < 5m from hydrant	\$100	\$200	\$500
12	Park on road >72hrs	\$100	\$200	\$500
13	Park on Sidewalk or boulevard	\$100	\$200	\$500
14	Vehicle for sale on town land	\$100	\$200	\$500
15	Unattached Trailer	\$100	\$200	\$500
16	Park/Drive on Playground	\$100	\$200	\$500
17	Obstruct Alley	\$100	\$200	\$500
18	Park where prohib. by sign	\$100	\$200	\$500
20	Park non-desig. Town land	\$100	\$200	\$500
21	Truck/Bus park residential	\$100	\$200	\$500
22	Park obstructing worksite	\$100	\$200	\$500
23	Park restricted Area	\$100	\$200	\$500
24	Service vehicle on street	\$100	\$200	\$500
25	Park disabled vehicle on street	\$100	\$200	\$500
26	Abandon vehicle on town land	\$100	\$200	\$500
27	Fail to park within confines of driveway	\$100	\$200	\$500
28	Vehicle Unattended on Jack	\$100	\$200	\$500
30	Drain vehicle fluids on street	\$100	\$200	\$500
31	Handicapped Parking	\$100	\$200	\$500
32	Throw debris on road	\$100	\$200	\$500
Trucks and Truck Routes				
35	Off Truck route (moving)	\$100	\$200	\$500
36	Metal cleats etc. unauthorized	\$100	\$200	\$500
37	Operate Engine retarder brake	\$100	\$200	\$500
Bicycles, Motorcycles, OHV				
38	On sidewalk Blvd unauthorized	\$100	\$200	\$500
40	Operate OHV unauthorized	\$100	\$200	\$500
41	Operate unlicensed vehicle unauthorized	\$100	\$200	\$500
Fire Vehicles				
44	Follow < 30 m of Emerg. vehicle	\$100	\$200	\$500
45	Park < 30 m of Emerg. vehicle	\$100	\$200	\$500
46	Vehicle Interfere with Emerg.	\$100	\$200	\$500
47	Tamper with fire equipment	\$250	\$500	\$1000
Parades / processions				
48	Parade/procession violation	\$100	\$200	\$500
Pedestrians / Sidewalks				
51	Interfere with flow of traffic	\$100	\$200	\$500
52	Part of group obstructing access	\$100	\$200	\$500
53	Climb fence etc. unauthorized	\$100	\$200	\$500
54	Street auction unauthorized	\$100	\$200	\$500
55	Merchandise obstruct street	\$100	\$200	\$500
56	Permit article to interfere traffic	\$100	\$200	\$500
57	Ski/tob. Inconsiderate manner	\$100	\$200	\$500
58	Stand/Sit/Lie on roadway	\$100	\$200	\$500
59	Hitchhike	\$100	\$200	\$500
60	Elec. Cord cross s/w or road	\$100	\$200	\$500
61(a)	Violate Order to vacate area	\$250	\$500	\$1,000
61(c)	Interfere with Emerg. Person	\$250	\$500	\$1,000

**SCHEDULE 'I'
FIRE SERVICES**

Rates may change as per Alberta Infrastructure Fee Schedule

****Rates apply to all Fire Services rendered by the Town of Carstairs Fire Department.**

Unit 120	Freightliner Pumper/Rescue
Unit 130	Rosenbauer Pumper
Unit 110	Command Unit
Unit 140	Rapid Attack Vehicle
Unit 160	Tender Truck
Unit 170	Aerial Unit
Unit 180	Support Unit
Unit 181	Investigation Unit

Fire Investigations

Structure Fires: \$795.00 flat rate
Over 8 hour's \$100.00/hour

Vehicle Fires: \$496.00 flat rate
Over 5 Hours \$100.00/hour

Any other Fire: \$295.00
Over 3 hour's \$100/hour

Outside Resources Cost + 10%

**SCHEDULE “J”
COMMUNITY HALL**

Auditorium	
Auditorium only	\$350.00
Auditorium with Kitchen	\$475.00
Small Meeting Room	
Full Day (up to eight hours use)	\$100.00
Half Day (up to four hours use)	\$50.00
Hourly Rate	\$20.00 per hour
Bar	\$100
Kitchen	\$175.00 per day
Funerals	
Includes Auditorium, Small Meeting Room and Kitchen	\$200.00
Anniversaries, Birthdays, Celebrations, Bridal Showers, Craft Sales (Auditorium)	
	\$250.00
• Includes:	
○ Up to five hours	
○ Kitchen Use	
Wedding Package	\$800.00
• Includes:	
○ Friday noon set up	
○ Saturday (all day)	
○ Sunday until 2 pm (to allow for gift opening and clean up)	
○ Use of:	
▪ Auditorium	
▪ Stage (includes sound system)	
▪ Small meeting room	
▪ Bar Room	
▪ Kitchen (includes use of available dishes & equipment)	
▪ Tables (no linens)	
▪ Chairs	

**SCHEDULE "K"
PLOTTER PRINTER RATES**

NOT FOR PROFIT

	Black	Color
Plain Paper 24 x 150	\$0.80 / ft	\$1.20 / ft
Plain Paper 36 X 150	\$0.85 / ft	\$1.25 / ft
Plain Paper 42 X 150	\$0.90 / ft	\$1.30 / ft
Photo Paper 42 X 150	\$3.50 / ft	\$4.00 / ft
Scrim Vinyl 36 X 40 11 X 17	\$15.00 / ft	\$16.00 / ft
	\$0.75 / ft	\$1.00 / ft

PUBLIC

	Black	Color
Plain Paper 24 x 150	\$1.25 / ft	\$1.65 / ft
Plain Paper 36 X 150	\$1.30 / ft	\$1.70 / ft
Plain Paper 42 X 150	\$1.35 / ft	\$1.75 / ft
Photo Paper 42 X 150	\$5.00 / ft	\$6.00 / ft
Scrim Vinyl 36 X 40 11 x 17	\$18.00 / ft	\$20.00 / ft
	\$1.00 / ft	\$1.25 / ft

** \$20.00/hour setup fee applies to every print, minimum 1 hour

**SCHEDULE 'L'
COUNCIL REMUNERATION**

1. Mayor

- Monthly Salary of \$2146.67

2. Deputy Mayor

- Monthly Salary of \$1867.60

3. Councilors

- Monthly Salary of \$1652.94

4. Mileage Rate

- Mileage Rate of \$0.50 per kilometer

5. Meeting Per Diem – Two Hours or Less

- \$90.00 for two hours or less per diem plus additional \$30.00 per hour for travel time

6. Meeting Per Diem – Half Day

- \$180.00 for half-day per diem plus additional \$30.00 per hour for travel time

7. Meeting Per Diem – Full Day

- \$360.00 for full-day per diem plus additional \$30.00 per hour for travel time

**SCHEDULE 'M'
CAT BYLAW**

SECTION	OFFENCE	1st Offense	2nd *	3rd **
7 (a)	Interfere with enforcement officer	\$200.00	\$400.00	\$1000.00
7 (b)	Open vehicle to attempt or allow animal to escape	\$200.00	\$400.00	\$1000.00
7 (c)	Remove or attempt to remove cat from possession of enforcement officer	\$400.00	\$800.00	\$1200.00
11 (a)(i)	Run at large	\$200.00	\$400.00	\$600.00
11 (a)(ii)	Damage Property/Animal or Person	\$200.00	\$400.00	\$600.00
11 (a)(iii)	Contravene Section 5	\$250.00	\$500.00	\$1000.00
12 (a)(i)	Entice cat to run at large	\$200.00	\$400.00	\$600.00
12 (a)(ii)	Tease cat in trap	\$250.00	\$500.00	\$1000.00
12 (a)(iii)	Throw/poke object in trap with cat inside	\$500.00	\$1000.00	\$2000.00
12 (a)(iv)	Fail to check trap hourly	\$250.00	\$500.00	\$1000.00
12 (a)(v)	Leave trap unattended	\$250.00	\$500.00	\$1000.00
12 (a)(vi)	Leave trap set between 16:00 - 08:00 hrs. Fri to Mon or Tues on a long weekend.	\$250.00	\$500.00	\$1000.00
12-(a)(vii)	Fail to deliver in 24 hrs.	\$250.00	\$500.00	\$1000.00

**SCHEDULE 'N'
NOISE BYLAW**

SECTION	OFFENCE	1st Offense	2nd *	3rd **
2 (f)	Animal Noise	\$150.00	\$300.00	\$500.00
3	General Prohibition	\$100.00	\$200.00	\$400.00
4	Domestic Noise	\$100.00	\$200.00	\$400.00
6 (a)	Residential Noise	\$100.00	\$200.00	\$400.00
7	Vehicle Noise	\$100.00	\$200.00	\$400.00
8	Commercial and Industrial Noise	\$100.00	\$200.00	\$400.00
10 (a)	Construction Noise	\$100.00	\$200.00	\$400.00

If any discrepancies between Schedule "A" Noise Bylaw and the current Rates and Fees Bylaw – the Rates and Fees Bylaw will be deemed correct.

**SCHEDULE 'O'
CANNABIS CONSUMPTION BYLAW**

Section	Description of Offence	Minimum Penalty	Specified Penalty
3	<i>Smoke, vape or consume cannabis in public place</i>	\$50	\$100

If any discrepancies between Schedule "A" Cannabis Consumption Bylaw and the current Rates and Fees Bylaw – the Rates and Fees Bylaw will be deemed correct.

**SCHEDULE 'P'
SMOKING & VAPING BYLAW**

Section	Description of Offence	Minimum Penalty	Specified Penalty
3	<i>Smoke</i> or <i>vape</i> where prohibited	\$50	\$100
4	Permit person to <i>smoke</i> or <i>vape</i> where prohibited	\$50	\$200

If any discrepancies between Schedule "A" Smoking & Vaping Bylaw and the current Rates and Fees Bylaw – the Rates and Fees Bylaw will be deemed correct.

**SCHEDULE 'Q'
Fines for Livestock**

SECTION	OFFENCE	1st Offense	2nd *	3rd **
	Veterinary Fee – Amount Expended			
3	Keep Livestock in prohibited area	\$100.00	\$200.00	\$400.00
4	Allow animal to run at large	\$100.00	\$200.00	\$400.00
6 (a)	Leave animal unattended while tethered in a public place	\$100.00	\$200.00	\$400.00
6 (b)	Animal unsupervised while tethered on private property	\$100.00	\$200.00	\$400.00
7 (a) or (b)	Animal left unattended in vehicle or trailer improperly	\$100.00	\$200.00	\$400.00
7 (c)	Animal left unattended in vehicle when weather conditions not suitable	\$100.00	\$200.00	\$400.00
10 (b) (v)	Throw or poke an animal in an enclosure	\$100.00	\$500.00	\$500.00
14 (a) (i)	Obstruct or interfere with officer	\$250.00	\$500.00	\$500.00
14 (a) (ii)	Open Van, Vehicle or Trailer	\$100.00	\$500.00	\$500.00
14 (a) (iii)	Remove or attempt to remove impounded animal	\$100.00	\$500.00	\$500.00
14 (b) (i)	Untie, loosen or free restrained animal	\$100.00	\$500.00	\$500.00
14 (b) (ii)	Open gate, door or opening allowing animal to run at large	\$100.00	\$500.00	\$500.00
14 (b) (iii)	Entice an animal to run at large	\$100.00	\$500.00	\$500.00
14 (b) (iv)	Tease an animal in an enclosure	\$100.00	\$500.00	\$500.00
	Animal Kennel Services – Amount Expended			

**SCHEDULE 'R'
Fines Residential Community Standards**

SECTION	OFFENCE	1st Offense	2nd	3rd /Subsequent
8 (a-k) & 9	Untidy Properties	\$100.00	\$250.00	\$500.00
10	Nuisances Escaping Property	\$100.00	\$250.00	\$500.00
12	Weeds	\$100.00	\$200.00	\$400.00
13	Grass	\$100.00	\$200.00	\$400.00
14 & 15	Trees	\$100.00	\$200.00	\$400.00
16 & 17	Sidewalks	\$100.00	\$200.00	\$400.00
19 & 20 (a-e)	Maintenance of building structures and fences	\$100.00	\$250.00	\$500.00
21	Addressing	\$100.00	\$200.00	\$400.00
22	Light	\$100.00	\$200.00	\$400.00
23	Graffiti Prevention & Abatement	\$100.00	\$250.00	\$500.00
24 (a-i) & 25	Littering	\$100.00	\$200.00	\$400.00
26	Storage on Town Property	\$100.00	\$200.00	\$400.00

**SCHEDULE 'S'
Fines Industrial Community Standards**

SECTION	OFFENCE	1st Offense	2nd	3rd /Subsequent
8 (a-l) & 9	Untidy Properties	\$100.00	\$250.00	\$500.00
10	Nuisances Escaping Property	\$100.00	\$250.00	\$500.00
12	Weeds	\$100.00	\$200.00	\$400.00
13	Grass	\$100.00	\$200.00	\$400.00
14 & 15	Trees	\$100.00	\$200.00	\$400.00
16 & 17	Sidewalks	\$100.00	\$200.00	\$400.00
19 & 20 (a-e)	Maintenance of building structures and fences	\$100.00	\$250.00	\$500.00
21	Addressing	\$100.00	\$200.00	\$400.00
22	Light	\$100.00	\$200.00	\$400.00
23	Graffiti Prevention & Abatement	\$100.00	\$250.00	\$500.00
24(a-i) & 25	Littering	\$100.00	\$200.00	\$400.00
26	Storage on Town Property	\$100.00	\$200.00	\$400.00

**SCHEDULE 'T'
Fines Commercial Community Standards**

SECTION	OFFENCE	1st Offense	2nd	3rd /Subsequent
8 (a-l) & 9	Untidy Properties	\$100.00	\$250.00	\$500.00
10	Nuisances Escaping Property	\$100.00	\$250.00	\$500.00
12	Weeds	\$100.00	\$200.00	\$400.00
13	Grass	\$100.00	\$200.00	\$400.00
14 & 15	Trees	\$100.00	\$200.00	\$400.00
16 & 17	Sidewalks	\$100.00	\$200.00	\$400.00
19 & 20 (a-e)	Maintenance of building structures and fences	\$100.00	\$250.00	\$500.00
21	Addressing	\$100.00	\$200.00	\$400.00
22	Light	\$100.00	\$200.00	\$400.00
23	Graffiti Prevention & Abatement	\$100.00	\$250.00	\$500.00
24 & 25	Donation Sites	\$100.00	\$200.00	\$400.00
26	Recycling Sites	\$100.00	\$200.00	\$400.00
27(a-i) & 28	Littering	\$100.00	\$200.00	\$400.00
29	Storage on Town Property	\$100.00	\$200.00	\$400.00

**SCHEDULE 'U'
Special Event Fees**

SECTION	DESCRIPTION	Per Event	1st Offense	2nd	3rd /Subsequent
3.2	Special Event Application Fee	\$100.00			
3.11	Special Event Damage Deposit	\$250 per venue/park			
9.2	Failure to obtain a Special Event Permit		\$250.00	\$500.00	\$750.00
9.2	Failure to comply with Special Event Permit		\$500.00	\$2,000.00	\$5,000.00

**SCHEDULE 'V'
Golf Course Fees**

Membership Category:

7 Day unlimited	\$1,525.00
5-Day (Mon-Fri Excluding holidays)	\$1,150.00
Intermediate (Ages 19-35)	\$850.00
Over 80 (Age 80+)	\$850.00
Restricted After 4pm	\$600.00
Restricted After 4pm Family	\$850.00
Junior (18 years and younger)	\$225.00
Golf Canada Membership	\$45.00

GST applicable on all Membership categories

Green Fee Rates:

18-hole Green Fee (Weekday)	\$52.00
18-hole Green Fee (Weekend + Holiday)	\$62.00
9-hole Green Fee (Weekday)	\$30.00
9-hole Green Fee (Weekend + Holiday)	\$35.00
Twilight (After 4pm Everyday)	\$40.00
Junior 18-hole	\$35.00
Junior 9-hole	\$20.00

Special Rates:

Guest with Member (Weekday)	\$42.00
Guest with Member (Weekend + Holiday)	\$52.00
Parent with Junior Member (after 6pm)	\$10.00

Power Cart Rates (Per Person):

18-hole Power Cart	\$18.00
9-hole / Twilight Power Cart	\$10.00

Power Cart Packages (Members ONLY):

Yearly Power Cart (Single Person)	\$650.00
Yearly Power Cart (Two People)	\$975.00
10 Ride Pass (Single Person)	\$170.00
20 Ride Pass (Single Person)	\$320.00
30 Ride Pass (Single Person)	\$450.00
40 Ride Pass (Single Person)	\$560.00

Driving Range

Large Basket	\$10.00
Small Basket	\$6.00
Yearly Range Pass	\$200.00

GST Included on all Green Fee, Special, Power Cart, and Driving Range Rates

**MINUTES OF THE STRATEGIC PLANNING & CORPORATE AFFAIRS COMMITTEE
TUESDAY, JUNE 27, 2022, 5:30PM
CARSTAIRS MUNICIPAL OFFICE**

IN ATTENDANCE: Councilors Ball, Fricke, Roberts, CAO Rick Blair, and Executive Assistant Kayleigh Van Es

ABSENT: Mayor Colby

CALL TO ORDER: Councilor Roberts called the meeting of June 27, 2022 to order at 5:59 p.m.

ADDED ITEMS: Nil

ADOPTION OF AGENDA: Motion by Councilor Ball to adopt the agenda of June 27, 2022, as presented. **CARRIED**

ADOPTION OF MINUTES: Motion by Councilor Fricke to adopt the minutes of May 24, 2022 as presented. **CARRIED**

UNFINISHED BUSINESS: Nil

NEW BUSINESS: **1. Twinning of Arena and Field House**
CAO Blair informed the committee of a proposed project that may come forward with the goal being twinning the arena or possibly building a field house. Committee agreed to have the facilitators of the proposed project to meet with the committee this fall with utilization reports and plans.

Motion by Councilor Ball to accept the proposed project as information and have administration facilitate a meeting in the fall of 2022. **CARRIED**

REPORTS: **1. Committee Plans and Reports**

- a) 2022 Work Plan
Workplan was updated; No Changes were recommended.
- b) 2022 Internal Annual Report
Internal Annual Report was updated; No Changes were recommended.
- c) 2022 Committee Worksheet
Committee worksheet was updated; No Changes were recommended.

Motion by Councilor Fricke to accept the Committee Worksheet as information. **CARRIED**

2. Financial Reports
CAO Blair summarized the Financial reports. Nothing outstanding. Tax payments are due at the end of June.

- a) Summary Report (Ending May 31, 2022)
- b) Financial Report (Ending May 31, 2022)
- c) Revenue and Expense Report (Ending May 31, 2022)
- d) Capital Projects Report (Ending May 31, 2022)

Motion by Councilor Ball to accept the Financial Reports as information.

CARRIED

3. Development Reports

CAO Blair spoke to the reports, development is very busy at this time.

a) Building Permit Listing (Ending June 13, 2022)

b) Compliance Listing (Ending June 14, 2022)

Motion by Councilor Ball to accept the Development Reports as information.

CARRIED

4. Planning Reports:

a) Subdivision

- CAO Blair informed the committee of subdivision plans coming forward.

b) Municipal Development Plan (MDP)

- Nothing to report at this time.

c) Planning Procedures

- Nothing to report at this time.

Motion by Councilor Ball to accept the Development Reports as information.

CARRIED

5. Carstairs Community Golf Club

CAO Blair updated the committee on the Carstairs Community Golf Club.

Motion by Councilor Fricke to accept Carstairs Community Golf Club report as information.

CARRIED

7. Audits

- Nothing to report at this time.

GENERAL DISCUSSION: Nil

NEXT MEETING: Monday August 22, 2022, at 5:30 p.m.

ADJOURNMENT: Motion by Councilor Ball to adjourn the meeting of June 27, 2022, at 6:49 p.m.

CARRIED

Councilor Roberts, Chair Person

Rick Blair, CAO

beyond
grateful

THANK YOU
so very much!

Thank you Town of Carstairs!

I am so grateful to have been chosen for your Citizenship Award! I greatly appreciate the financial support as I continue contributing to new communities during my pursuit of pharmacology at the U of A.

Thank you Town of Carstairs!

I am honoured to have been chosen as the recipient of your Richard Dais award. I appreciate the financial support as I aim to contribute to the health field by pursuing pharmacology at the U of A.

Yours,

Hailey Broad

beyond
grateful

THANK YOU
so very much!

Thank you so much for your
investment in me and my
future!

I am truly grateful to have
received the scholarship, and I
will be sure to put it to
good use!

Thanks again,
Ethan Parks